

AMAGANSETT FREE LIBRARY  
ANNUAL MEETING  
Approved Minutes of March 22, 2024

Present: Marc Donnenfeld (President), Calandra Sheen (Vice President), Dan Mongan (Treasurer), Shari Thompson (Secretary), Linda MacCracken, David Nugent, Arielle Hessler (Director). Barbara Hill was excused in advance. Also present: Natalie Abatemarco, Marie Zazzi. The meeting took place in the library's Community Room and was called to order by President Marc Donnenfeld at 9:00.

- I. Approval of agenda. Approved by unanimous consent.
- II. Motion to approve the Library Board of Trustees 2024 election results. Approved by unanimous consent.
  - A. For the 2024 - 2027 Trustee Terms:
    1. 31 votes for Marie Zazzi
    2. 28 votes for Natalie Abatemarco
    3. 27 votes for Daniel Mongan
  - B. For the 2024 - 2025 Trustee Term:
    1. 27 votes for David Nugent
- III. Nominations for trustee officers. Final nominations and vote will take place at the March Regular Meeting.
- IV. Board committees
  - A. Appointments to our standing committees, listed below, will be made at our April regular monthly meeting.
    1. Building and Grounds
    2. Finance
    3. Policy
    4. Long-Range Planning
- V. Annual financial report postponed until the summer.
- VI. President's report. President Marc Donnenfeld welcomed Natalie Abatemarco and Marie Zazzi, and re-elected trustee Dan Mongan, to the board and thanked them for putting themselves forward as candidates in our trustee election.
- VII. Director's annual report.
  - A. Director Arielle Hessler, in reviewing our library's 2023 activities, made particular note of community engagement: our participation in local festivals and parades, our programs with local nonprofits (e.g., Amber Waves Farm, the South Fork Bakery, the Retreat) and with the Amagansett School, and our donation drives. We have added to our collections (e.g., English Language Learning books, romance paperbacks), have continued to weed outdated books from our shelves, and have offered blood pressure kits (our first offering of nontraditional materials)

for our patrons to borrow. Also we have applied for a New York State Construction Grant to renovate our aging HVAC system, we have done maintenance work to preserve our historic library building, and we have acquired new printers and updated our WiFi software.

VIII. Motion to approve Financial Resolutions A through D, as follows. All were approved by unanimous consent.

- A. The treasurer is hereby authorized to establish a cash register charge fund in the total amount of \$300.00.
- B. The treasurer is hereby authorized to deposit monies in the following depositories, provided that the total amount deposited in any one of these depositories shall not exceed \$15,000,000.00.
  - 1. Dime Bank
  - 2. M&T Bank
- C. The library's bookkeeper is hereby authorized to electronically prepay specific utilities, payroll, and retirement bills including
  - 1. Mortgage
  - 2. Gas (National Grid)
  - 3. Electric (PSEG)
  - 4. Credit card (US Bank)
  - 5. Payroll (Paychex)
  - 6. Retirement contributions (TIAA, NYSDC, and Roth IRA)
  - 7. Any other electronic payment must first receive approval from the library board.
- D. The library's bookkeeper is hereby authorized to maintain a minimum balance of \$50,000.00 in the operating fund checking account, including a biweekly automatic transfer to cover regularly anticipated payroll expenses.

IX. The Board of Trustees of the Amagansett Free Library approves the designation of *The East Hampton Star* as the official newspaper to be utilized for public notice of meetings under the Open Meetings Law. This resolution was approved by unanimous consent.

X. Community remarks

- A. There being no remarks from the community, President Marc Donnenfeld concluded this meeting by thanking trustees Calandra Sheen and Shari Thompson for all that they have done as members of the library's board. Both Calandra and Shari expressed appreciation for having had the opportunity to serve, and to serve with dedicated and like-minded colleagues who put the library first.

XI. Adjournment

- A. The meeting was adjourned at 9:15 and was followed directly by the library board's March regular monthly meeting.